

Loudoun County EMS Advisory Council, Inc.

Minutes

February 25, 2003

The rescheduled (Snow Emergency) February meeting of the Loudoun County EMS Advisory Council, Inc. was held on Tuesday, February 25, 2003 at the Leesburg Volunteer Fire Company, Station 1, located on Loudoun Street, Leesburg, Virginia. Chairman Leo C. Kelly presided and called the meeting to order at 1939 hours. The following attendance was recorded during a roll call of member companies:

Co. 1	No	Co. 9	Yes	Co. 17	Yes
Co. 2	No	Co. 10	No	LCFR	Yes
Co. 3	Excused	Co. 11	Yes	LFAS	Yes
Co. 4	Yes	Co. 12	Yes	Lifeline	No
Co. 5	No	Co. 13	Yes	Pub. Health	No
Co. 6	Yes	Co. 14	Yes	LHC	No
Co. 7	No	Co. 15	Yes	OMD	Excused
Co. 8	Yes	Co. 16	No	LCSO	Yes

Public Comments:

None

Delegate Comments

1. The Chair thanked Patty Russell, Co. 13 and Company 1, for securing Company 1's at the last minute to hold the EMS Council meeting this evening. The last minute cancellation of the classroom at the Old Loudoun Hospital Center that is currently occupied by residents from Heritage Hall prompted this action.
2. The Chairman also congratulated Linda Hale on her recent appointment as Acting Battalion Chief (EMS).
3. Kelly reported that Jay Brown is once again back in a cast and will probably undergo surgery in the near future. He asked everyone to keep Jay in their thoughts.

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Since copies of the January minutes were unavailable, the Chairman read the minutes of the January 21, 2003, meeting of the Loudoun County EMS Council, Inc. Chairman Kelly advised that copies of the minutes would be available for distribution with the minutes of this meeting.

A motion was made and seconded to accept the minutes as read. They're being no further discussion on the motion it passed unanimously.

Treasurer's Report:

Betsy Creamer provided the Treasurer's Report for the month of February, a copy of which is attached to these minutes.

Two-for-Life Account:	\$78,480.07
General Fund Acct.	22,580.21
Car Seat Account	1,074.96

We have received a bill in the amount of \$600.00, from George Roberson for accounting services rendered to the EMS Council. This also involved the preparation of the EMS Council's tax return in December 2002. **A motion was made and seconded that the \$600.00 bill should be paid. Since there was no further discussion on the matter a vote was taken and the motion passed unanimously.**

Committee Reports:

ALS Committee – The February meeting of the ALS Committee was canceled due to the snow emergency. The next meeting is scheduled for March 17, 2003.

Chairman Kelly reported that at it's last meeting on February 4, 2003, the Fire-Rescue Commission introduced an operational policy addressing the evacuation of multiple patients by single medical evacuation helicopter (INOVA) on several occasions in Loudoun County. On each of these incidents, the AIRCARE personnel requested an individual from the Loudoun County EMS system to accompany them on the helicopter to render care to the patients.

Kelly stated that the design and staffing (usually one registered nurse and one paramedic) of these helicopters is to provide care to one critically injured or ill patient

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and that in these situations, this usually results in the full attention of both to the patients care. While the helicopter may have the physical space to accommodate the second patient, it does not have the critical care staff to adequately manage the patient. This results in the time and attention of the flight staff being divided to two patients instead of one. The addition of a provider from the scene does not adequately fill this gap. The field provider is usually not familiar with the working environment of the helicopter, may be apprehensive about operating in an unfamiliar setting, may not be familiar with problems associated with caring for a patient in a moving aircraft and the hazards associated with this type of care that are different from ground transportation. It also increases the potential of injury to the field provider and therefore increases the liability of the County.

Jim Burke, a former flight medic agreed that the one helicopter per patient is a good procedure to follow in the management of these critical patients.

Kelly stated that he felt the failure to pay full time and attention to the critical patient in these instances was a disservice to the patient.

The Medical Director, Dr. Donald Sabella, agreed to the Operational Policy that was passed by the Commission. The Operational Policy contains several specific statements:

1. Multiple helicopters will be used for critical patients requiring air evacuation from a scene. The Communication Division when requested by field personnel will obtain air evacuation services. The general rule will be one helicopter for each critical patient needing air evacuation. In extreme situations such as a declared multi casualty incident or extreme weather conditions this may be suspended for the incident.
2. Loudoun County Fire-Rescue will not be used to supplement the helicopter crew.

Kelly stated that it was his understanding that a copy of the adopted Operation Policy and its actual wording has been distributed to the companies.

BLS Committee – Mike Gammill, Chairman of the BLS Committee gave a report of the BLS Committee.

Gammill revisited the BLS Skills verification process and its definitions. Mike pointed out that the BLS Committee makes a recommendation for the release of an EMT/B to the Medical Director. The Medical Director and Rescue Chief of the agency make the final decision for release of a provider to function as an EMT/B in Loudoun County.

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When an individual successfully completes a County/EMS Council sponsored EMT/B program, the skills verification process takes place as part of the actual program and is required for the student to proceed to the State testing session.

EMT/B's trained outside of the County are required to attend a skills verification session prior to their being released to operate as an Emergency Medical Technician within Loudoun County. The skills verification session requires that the student pass a 100 question general knowledge, EMT/Protocols/AED-Combitube test, along with skills stations. What has been seen in the process since it was implemented is that many of those who have attended the Skills Verification sessions have not been familiar with several aspects of EMS care in Loudoun County such as MAST Trousers, the KED device, etc. In this respect the addition of these sessions has led to more consistency in the skills of the EMT/B's in the County.

Once a student of a County sponsored EMT/B program has passed both the State testing and the BLS Protocols Test or someone from an outside EMT/B program has passed the skills verification process and General Knowledge test, they are capable of running as an EMT/B in Loudoun County provided that the agency Chief has given them permission to operate in that capacity within their agency.

BLS Protocols classes are held as a courtesy for the students to help them understand the protocols. Although it is strongly recommended, there is no requirement at this time that the student must attend this class to sit for the BLS Protocols test. In a similar manner, requirements for AED/Combitube training can be satisfied with any locally authorized AED/Combitube Instructor within the County. Confirmation of attendance can be obtained from the course roster submitted to the County Fire-Rescue Training Division.

In order to notify the Rescue Chief that the individual has been successful in either a County sponsored program or the Skills Verification process, a form is being developed similar to that used by the ALS Committee.

The form under development will be designed to serve several purposes:

1. To notify the Rescue Chief of the individuals agency that they have successfully completed a County sponsored EMT/B program or Skills Verification session and are eligible to act in an EMT/B capacity in Loudoun County. This status is subject to the approval of the Rescue Chief of the Agency. The fact that the student has this signed form indicates that the Medical Director concurs with this decision upon approval of the Rescue Chief.

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2. The second part of the form allows a mechanism for the Rescue Chief of the agency to endorse the individual as an Attendant-In-Charge (AIC) in Loudoun County. The decision to designate an EMT/B as an AIC requires the joint approval of the Rescue Chief of the Agency and the Medical Director. The form will contain a signature block for the Chief to sign under the statement that they recommend the individual EMT/B named on the form for release as an Attendant-In-Charge. This is a separate designation that defines that the individual designated as an AIC is capable of being in charge of a patient's care in the back of an ambulance. This means that the individual is legally capable of serving in this capacity and has demonstrated the ability to manage this additional level of responsibility. The form will have criteria that the Chief may use in reaching their conclusion.

Once the Chief signs the form, it will be forwarded to the EMS Training Division who will forward it to the BLS Committee as an informational item and to Dr. Sabella for his approval of this additional status.

It is important to remember that an EMT/B's do not need to be designated an AIC to function as an EMT/B in Loudoun County only to be alone or as the person in charge in the back of an ambulance. Since this designation applies mainly to EMT/B's in transport agencies it is important that each transport agency have a program to train and evaluate individuals to serve in this capacity. Although some have recommended that a County Preceptorship program be instituted for EMT/B's in the County, it is felt that this would be a major task that we are not ready to undertake at this time. We will therefore continue to rely on the transport agencies to ensure that local programs are in place.

Gammill pointed out that the minimum pre-requisites for entry into the EMT/B program are:

1. CPR
2. Blood Borne Pathogens Class
3. Haz Mat Operations Class

There have been concerns expressed concerning the limited amount of Haz Mat Operations Classes and the number of available slots in those classes in order to meet the prerequisites for entry into the EMT/B classes. Gammill stated that if an individual applies for a Haz Mat Operations Class and is denied entry in the class because of insufficient slots, that the student will be allowed entry into the EMT/B class and that they will be permitted to attend the class prior to the completion of the EMT/B program. The applicant for the EMT/B class should attach a copy of the TD TR Form for the Haz Mat Operations Class to the EMT/B TD TR Form for the EMT/B Class. This will demonstrate that the applicant made an attempt to satisfy the prerequisite prior to the beginning of the EMT/B class.

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An EMT/B Evaluator Class to train new evaluators will be conducted on March 15, 2003, at the Training Center. Applicants must have a minimum of one year of experience as an EMT/B and be recommended by their agency Training Officer.

Individuals who are seeking more exposure prior to attempting to become an evaluator are encouraged to participate as patients for the scenarios in the EMT/B programs.

An EMT Instructor/ ALS Coordinator Update session is scheduled for the Fairfax County Training Center on March 22, 2003, beginning at 0900 hours. There is no need to pre-register for the class you just need to show up.

NVEMSC – A group of local Northern Virginia OMD'S and members of the NVEMSC traveled to Richmond in January and attended the Medical Direction Committee meeting to address issues with the Medication and Skill Schedules.

Rescue Chiefs – Georgia Gardner, Chair of the Chief's Committee reported that the Ruritan Club in Lucketts has apparently developed a separate group of citizens designed to assist the community by responding to emergencies and providing medical assistance to residents of the community until the arrival of Fire-Rescue personnel. Gardner advised that Howard Dotson and Kevin Johnson would be attending the next Rescue Chief's Meeting to explain the program. Kelly expressed concerns that members of the community responding to medical emergencies may require an EMS agency license under State regulations.

Gardner also reported that Mike Carter from Communications was at the last meeting to address the question of how to determine the level of providers on the scene of an incident in order to avoid an unnecessary number of providers responding to a call. Mike suggested that the responding personnel simply pick up the radio and ask for information. He advised the Chief's that this would probably be a better method to obtain the information rather than the development of a policy that no one understands and does not meet the needs of the Chief's.

Squad Truck and Standards Committee – Kelly reported that Jody Marker has said that the committee has had several meetings to date and that they have been very productive. The last meeting of the committee was canceled due to the snow emergency.

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Peer Review – Will meet February 26, 2003, at 1900 hours at the Training Center. Company 17 is no longer available for the committee to meet on the fourth Wednesday of the month. This will require the committee to either change the night they meet or the location. The ALS section of the Peer Review Committee is now meeting twice a month to handle the large volume of monthly ALS calls.

Public Health – No Report

LCFR – Battalion Chief Linda Hale reported for the Department of Fire-Rescue.

Hale advised that we have received word from Spencer's Lock and Key that the keys will be available shortly along with the new lock boxes. The plan is to issue the new keys to ALS Providers and then begin the installation process. Rachel Short will be coordinating the process for the Department of Fire-Rescue and the Loudoun County EMS Council.

The County Hazardous Materials vehicle, Unit 50, has been moved to Station 19, to ensure response when dispatched. Western end companies need to be aware that the vehicle will be responding from the extreme eastern end of the County.

Rescheduling has been done to make up for the classes that were canceled due to the snow. The ALS Challenge has been rescheduled to March 16, 2003, will be conducted in conjunction with the EMT/P Refresher class testing. The EMT/B testing is scheduled for this Thursday, February 27, 2003. The last day of the ACLS Provider Class and the ACLS Renewal Class has been rescheduled for Sunday, March 9, 2003.

There continues to be issues with the medication exchange and other items at the Cornwall Emergency Department. A meeting is scheduled for tomorrow morning at the Cornwall Street location. Dr. Sabella, Linda Hale and Leo Kelly, are scheduled to meet with Lisa Dugan and Lisa Joyce at 0900 hours to discuss some of the issues.

Kelly reminded everyone that the replacement of drugs that are expiring is to be done at the Landsdowne Campus of the hospital and not at Cornwall Street. Only drug used for patient care will be replaced at the Cornwall location.

Fire- Rescue Commission – Kelly reported on some of the items that were addressed at the last Commission meeting.

1. The Commission has changed their regular meeting night to the last Tuesday of the month rather than the first Tuesday. This was done to avoid conflicts with Supervisor Burton's meeting night conflicts.

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2. The Commission adopted the Helicopter Transport Operational Policy. (Discussed earlier in the minutes).
3. The Commission is in the process of developing a System Status Management Policy for companies failing to meet response times within the County. This will be similar to the policy established for Company 16 and currently being developed for Company 4, to be effective March 1, 2003.
4. Meetings have been held with Company 11/28, Company 15/25, Company 6 and the Department of Fire-Recue concerning a planned Station on the Route 28 corridor. According to Mike Gammill the decision was reached to place the new facility at Route 28 and Severn Way. The station will be manned 24 hours/day 7 days/week and may require career assistance during the daytime hours.
5. The EMSTAR study has been completed and accepted by the Board of Supervisors. The report has been turned over to the Fire-Rescue Commission to review and fine tune prior to resubmission to the Board of Supervisors.
6. Company 16 will revert to a non-transport EMS agency status effective May 1, 2003, following approval of the Board of Supervisors.

Public Education – Barbara Murphy, Chair of the Public Education Committee reported that the Mass CPR Day that was planned for April has been rescheduled to September. The committee member who was handling the fund raising and corporate commitments has resigned from the committee. Murphy stated that they have been unable to contact the individual to find out what progress they had made in this area. Murphy will contact the member's company president in an effort to obtain the information.

LCSO – No Report

Old Business

None

New Business

David Swartz reported on an event to be conducted by Loudoun Hospital Center employees. The event was discussed at length but will not be identified in the minutes due to the surprise nature of the event.

A motion was made by Mike Gammill to donate \$250.00 toward the event. Mike Elkon seconded the motion.

A motion was made by Sheila Brendel to amend the amount of the donation to \$500.00. The motion to amend was seconded by Patty Russell.

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There being no further discussion on the motion to amend, a vote was taken and it passed unanimously.

A vote was then taken on the original motion amended to \$500, and it passed unanimously.

The Treasurer will be directed to write the check in the amount of \$500.00 for the General Fund account once we determine the payee.

There being no additional New Business from the floor, Chairman Kelly turned the meeting over to the Patty Russell and David Swartz of the Nominations Committee that was appointed at the last EMS Council to conduct the elections for 2003-2004.

The slate of Officers presented by the Nominations Committee were:

Chairman – Leo C. Kelly
Vice Chairman – David Swartz
Secretary – Jay J. Brown, Linda Hale
Treasurer – Allie Love
At Large Board Members - Patty Russell, Bev Taylor, Betsy Creamer

Nominations were opened up to the floor and called for three times for each office. Since there were no further nominations, the nominations were closed.

Following votes of acclamation for uncontested positions that passed, and a secret ballot for the position of Secretary, the following are the duly elected officers of the EMS Council for the period 2003-2004.

Chairman – Leo C. Kelly (Co 15)
Vice Chairman – David Swartz (Co. 14)
Secretary – Linda Hale (LCFR)
Treasurer – Allie Love (Co. 3)
At Large Board of Directors – Patty Russell (Co. 13), Bev Taylor (Co. 11), Betsy Creamer (Co. 17)

Chairman Kelly that Russell and Swartz for handing the nomination and election process.

There being no further business, a motion was made and seconded that the meeting be adjourned and it passed unanimously.

The meeting was adjourned at 2145 hours.

The next meeting is scheduled for March 18, 2003, at 1930 hours in the Classroom at the Cornwall Street Campus of Loudoun Hospital Center.